

**DEPARTMENT OF GENERAL SERVICES  
OFFICE OF PUBLIC SCHOOL CONSTRUCTION**1130 K STREET, SUITE 400  
SACRAMENTO, CA 95814<http://www.dgs.ca.gov/opsc>

March 13, 1998

Mass Mailer #98-03

To: All School Districts and County Superintendents

Subject: **ADVISORY OF ACTIONS TAKEN BY THE STATE ALLOCATION BOARD AND OTHER ISSUES**

On February 25, 1998, the State Allocation Board (SAB) apportioned approximately \$4.0 million for on-going projects and bid approvals. The SAB also addressed other issues as follows:

Consent Calendar

The cost indices for Class B, D, Furniture and Equipment and Historical Savings Index remain the same as the previous month.

The consent agenda included Phase P, S and C "unfunded approvals" for more than 159 projects, which when added to the previous list of "unfunded" projects results in a total of approximately \$814 million of "unfunded" projects.

Change Orders

The SAB approved an item to fund approximately \$1.4 million of previously "unfunded" change orders. The affected districts will be notified by separate letter. Questions regarding the change order process may be directed to George Shaw at (916) 322-0331 or via e-mail at [gshaw@dgs.ca.gov](mailto:gshaw@dgs.ca.gov).

Transfer of Apportionment for Small Districts' Phase P's

The SAB approved a transfer of apportionment of \$5 million from the contingency reserve for previously "unfunded" Phase P's for small school districts of 2,500 average daily attendance or less. An item will be presented to the SAB at its March 25, 1998 meeting for the apportionment of these funds. Questions regarding this item may be directed to Don Hartin at (916) 445-0529 or via e-mail at [dhartin@dgs.ca.gov](mailto:dhartin@dgs.ca.gov).

Other Issues of Concern

1. Districts are reminded that because of the limited storage space available, the OPSC can no longer accept hard copies of the Plans & Specifications (P & S) submitted for review by the OPSC. Districts that are unable to submit plans on CD-ROM or "Zip Drive" may send a letter to the OPSC requesting approval to submit traditional blue print drawings for a limited period of time. Plans must be submitted in the form of CD-ROM or "Zip Drive", readable by AutoCAD 14. Specifications may be included with the plans or on a separate diskette utilizing Microsoft Word software. A certification from the district architect must be submitted with the P & S that certify that the exact plans on the CD-ROM or "Zip Drive" and the exact specifications on diskette have been approved by the Division of the State Architect (DSA). The certification must include the dates of approval and the appropriate DSA number(s) for structural, handicapped access and fire safety. Further instructions regarding the submittal of P & S may be located on the Internet at [www.dgs.ca.gov/opsc/cocat.htm](http://www.dgs.ca.gov/opsc/cocat.htm).

2. The new version of Project Tracking is now available on the OPSC web page at [www.dgs.ca.gov/opsc/protrack.htm](http://www.dgs.ca.gov/opsc/protrack.htm).

Should you have questions regarding the contents of this letter, please contact your Project Manager.

Sincerely,

TED W. DUTTON  
Executive Officer

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